VILLAGE OF MANCHESTER VERMONT

July 14th, 2026

Members Present: Tom Deck (President), Jim Lewis, Anthony MacLaurin, Nina Mooney, Scott Swinarton

Others Present: Donald Brodie (Village Clerk), Sarah McClintock (Treasurer), Curan VanDerWielen (Village Manager), Keld Alstrup, Craig Powers, Orland Campbell, Martha Heilemann, Rich Heilemann

Call to Order: 7:00 PM by Deck.

President Deck opened the meeting at 7:00 pm. He welcomed those in attendance and provided opening remarks. Trustee Deck recognized Rich Heilemann and Alan Mowrey for their accomplishments in public service.

Article 1: To hear the reports of the Officers.

Reports were made by the Officers of the Village. President Deck noted additional information on the most recent year could be found within the Annual Report. No vote was taken on this article.

Article 2: To vote on authorization for total funding expenditures to be used for operating expenses of $1,025,259.23, of which $663,255.23 shall be raised by taxes.

Trustee Deck asked for questions and comments on this article and there were none. Trustee Deck motioned to add $2,000 under the Highways Overtime Pay line and $4,000 under the Heavy Equipment Purchase line to account for unanticipated expenses related to each respective line. Trustee Deck asked Manager VanDerWielen to explain the need for such an amendment. Manager VanDerWielen explained that the increase in overtime pay would cover recent spending in that category for a highways project underway, and that the increase in heavy equipment would cover a respective increase in the cost of equipment purchasing that the Village had recently been made aware of. It was noted that under such an amendment, the total amount raised by taxes would rise to $669,255.23. Trustee MacLaurin seconded the motion. The motion was voted on and approved, unanimously.

Trustee Deck motioned to approve Article 2, as amended. Trustee MacLaurin seconded the motion. The motion was voted on and approved, unanimously.

Article 3: To set a date on which taxes shall be payable and to impose a penalty of (8%) for delinquencies, and to charge the maximum statutory rate of interest for the first three months and one and one-half percent (1 ½%) per month thereafter.

Trustee Deck asked for questions and comments on this article. Clerk Brodie asked for recommendations for a due date. Treasurer McClintock asked what the same due date this year would be based on the previous. Manager VanDerWielen responded September 18th. Trustee Mooney suggested setting the date for September 17th, given the office was not normally open on Fridays.

Trustee Mooney motioned to set the date on which taxes would be payable as September 17th, 2026. Trustee Swinarton seconded the motion. The motion was voted on and approved, unanimously.

Campbell asked a procedural question, specifically if Article 3 had been motioned on or just the date for the taxes. It was found that the date had been motioned, but not the Article.

Campbell motioned to approve Article 3. Trustee Deck seconded the motion. The motion was voted on and approved, unanimously.

Article 4: To vote to authorize payment of real property taxes by physical delivery to the Village office before 5:00 p.m. on the due date. Payments postmarked on the due date, but not physically delivered to the Village office will not be considered timely.

Trustee Deck introduced the article. Trustee Deck asked if this was the operating procedure in past years. Manager VanDerWielen affirmed that it was.

Powers motioned to approve Article 4. Campbell seconded the motion. The motion was voted on and approved, unanimously.

Article 5: To elect all Officers as required by law:

- **President of the Board of Trustees for a one-year term.**

Trustee Deck called for nominations. Trustee Lewis nominated Tom Deck for the role of President of the Board of Trustees. Trustee Swinarton seconded the motion. No others were nominated. The motion was voted on and approved, unanimously.

- **Two Trustees for two-year terms.**

Trustee Deck noted that Trustees MacLaurin and Lewis were up for re-election. Trustee Deck called for nominations. Trustee Mooney nominated Jim Lewis for Trustee. Trustee Deck seconded the motion. The motion was voted on and approved, with ten votes for and one vote against.

Trustee Mooney nominated Anthony MacLaurin for Trustee. Trustee Lewis seconded the motion. The motion was voted on and approved, unanimously.

- **Three Auditors for one-year terms.**

Trustee Deck noted a correction for the record regarding the election of auditors. Specifically, the Village had adopted three-year terms for the Auditors beginning this past year, with each auditor taking a staggered term. As such, one auditor was up for the election of a three-year term, and not what had been warned. Manager VanDerWielen clarified that Auditor Amy Swinarton was up for re-election. Trustee Deck asked for questions and comments from those assembled.

Trustee Mooney nominated Amy Swinarton for Auditor. Trustee Swinarton seconded the motion. The motion was voted on and approved, unanimously.

Article 6: Shall the voters authorize the Trustees to appoint a Treasurer and Tax Collector as provided in 17 V.S.A. Chapter 055.

Trustee Deck asked for questions and comments on this article. Campbell motioned to approve Article 6. Clerk Brodie seconded the motion. The motion was voted on and approved, unanimously.

Article 7: Shall the voters authorize the Trustees to appoint a Clerk as provided in 17 V.S.A. Chapter 055.

Trustee Deck asked for questions and comments on this article. Campbell motioned to approved Article 7. Clerk Brodie seconded the motion. The motion was voted on and approved, unanimously.

Trustee Deck noted that appointments would be made in a regular meeting scheduled to follow this Annual Meeting.

Article 8: Shall the voters of the Village of Manchester approve an allocation of $10,000 from tax revenues for the establishment of a Contingency Fund; and shall the principal and income from these monies be used, on an annual basis, to reduce unanticipated expenses as identified by the Board of Trustees.

Trustee Deck asked for questions and comments on the article. Trustee Deck explained the need for such a fund, especially given the Village's experience with unpredictable winter maintenance costs. Martha Heilemann asked whether the new fund would be an invested fund. Treasurer McClintock indicated that the Contingency Fund was planned to be an invested fund, similar to the other reserve accounts the Village maintained.

Alstrup motioned to approve Article 8. Campbell seconded the motion. The motion was voted on and approved, unanimously.

Article 9: To hear and discuss other business that may properly come before the meeting, but not include any binding municipal action.

Trustee Deck called for other business. Alstrup advocated continuing investment in the stone walls along River Road and called on the Trustees to continue efforts for their preservation. Trustee Deck indicated that regular investments in the walls would continue after this year but indicated uncertainty that the Village could improve more of the wall than it already stewarded. A short discussion ensued regarding the ownership of the stone wall, and which entity was responsible for its maintenance, especially beyond the Wilburton Inn. Campbell offered to perform some research for the Village as to the exact terms of its ownership.

Adjournment: 7:23 PM.

Motion: To adjourn.

> Motion made by Deck. Motion seconded by Swinarton.
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> Motion approved, unanimously.

The next regular meeting of the Board of Trustees will be held at 4:30 PM on Monday, August 10th, 2026.

Respectfully submitted,

Curan VanDerWielen, Village Manager